

BLET REVISION COMMITTEE MEETING
Morehead City, NC
January 11, 2008

Bob Yow called the meeting to order at 10:00 a.m. The meeting was held at the Morehead City Train Depot and Bob thanked Chief Wrenn Johnson for hosting. Chief Johnson welcomed everyone and invited all to remain for lunch.

Carolyn Holland called the roll.

Members Present:

Nancy Bennett
Kathryn Bryan
Jason Godwin
Skip Isenhour
Wrenn Johnson
Laura Kruger
Wayne Lamm
Jeff Robinson
Mark Trull
Steve Warren
Jon Worthington
Lucy Zastrow

Ex-Officio Members Present

Joy Strickland, NC Dept. of Justice
Susan McLean, Criminal Justice Standards Division

Staff Present:

Bob Yow, NC Justice Academy
Carolyn Holland, NC Justice Academy

Visitors Present:

Chris Anderson, NC Justice Academy
Stacy Holloman, NC Justice Academy
Michael A. Geske, Fayetteville Police Department
Tracy McPherson, NC Community College System
Joseph Rufra, Carteret Community College
Amy Thompson, Morehead City Police Department

Bob introduced Kathryn Bryan from Dare County Sheriff's Office. She is joining the committee due to Lucy Zastrow's retirement.

Lucy stated she would be retiring July 1, 2008 and will then work on a grant position with the NC Sheriffs' Association. She stated that she had enjoyed working on the BLET Revision Committee, and it had been a wonderful experience.

Bob asked for approval of the minutes from the October 19, 2007 meeting. Jon Worthington made a motion to approve the minutes. Skip Isenhour seconded. The motion was approved.

OLD BUSINESS

First Responder - Hours

Bob informed members that the pilot First Responder lesson plan had been approved by the Education & Training Committee (E & T) at their last meeting. The lesson plan can still be revised as needed during the pilot deliveries. The E & T Committee approved the outline with 32 hours, but did not approve the discretionary 8 hours. It referred the issue back to the BLET Revision Committee to review the assignment of the 8 hours to a specific topic(s) or reduce BLET from 618 hours to 610 hours.

Steve Warren said he had talked with several other school directors, and they felt the 8 hours could be used in the Patrol Techniques block. The practical exercises require a lot of time. Jon Worthington agreed with Steve.

Wayne Lamm suggested splitting the time between several blocks—Patrol Techniques, Juvenile Law, Domestic Violence, and Motor Vehicle Law.

Jason Godwin agreed that Juvenile Law and Patrol Techniques could use some extra time.

Wayne suggested 2 hours being added to Juvenile Law and 6 hours to Patrol Techniques. Jeff Robinson reminded members that using PBL might impact the time. Susan McLean interjected that the new task analysis also might influence hours. Laura Kruger stated that her agency could use more time for Report Writing.

Members agreed in discussion that they did not want to reduce the total number of hours for BLET.

Tracy McPherson explained BLET funding in the community college system. She disseminated a handout and explained the difference between continuing education and curriculum courses. Reducing the hours to 610 would not adversely affect funding for curriculum hours.

Jon Worthington made a motion to add 2 hours to Juvenile Law and Procedures and 6 hours to Patrol Techniques. Steve Warren seconded. The motion was approved.

First Responder – Instructor Qualifications

Bob reported that E&T approved the recommendation for this topic. The complete First Responder changes will eventually be referred to rule-making hearings.

PBL Pilot Authority

Bob stated that Richard Hammett of the Charlotte-Mecklenburg Police made a report at the last E & T about its PBL training. The E & T approved the following schools for piloting the BLET blocks of instruction on Patrol Techniques and Techniques of Traffic Law Enforcement:

Catawba Valley Community College
Fayetteville Police Department
Johnston Community College
Nash Community College
Pitt Community College
Western Piedmont Community College

The E & T approved the pilot deliveries with the understanding that each school send a representative to observe Charlotte Police Academy's PBL class. Charlotte will conduct Patrol Techniques on Tuesday, February 26, 2008.

Bob will send contact information and details for the Charlotte class to pilot schools.

Course Management Guide Issues

As a result of discussion at the last meeting, some revisions have been made to the *Course Management Guide*, which will be disseminated in the next few weeks. Differences have been resolved concerning lesson plans and the Bobby Jeter letter of 2003.

Susan addressed the question of whether instructors have to teach the lesson plan in the exact sequence as printed and show the slides exactly as presented in the lesson plan. She stated that the material does not have to be delivered in the exact order, but all the material must be presented. She read the statement prepared by the staff of CJ Standards Division:

“All material in lesson plans and slides must be covered. Required slides and videos must be shown and mandatory practical exercises must be completed. Instructors may supplement the basic lesson plan by providing additional slides or additional material on existing slides, additional practical exercises and additional videos as appropriate.”

Susan also presented a statement concerning burning bans during presentation of hazardous materials exercise:

“In the event a burning ban is in effect in your area, instructors should complete the fire extinguisher exercise detailed in the instructor notes of the lesson plan without lighting a fire. Check with your local fire marshal to determine if a burning ban is in effect.”

Bob stated that this statement will be in the revised *Course Management Guide* and also included in the instructor notes for a revised lesson plan, effective July 2008.

Jeff informed members that there is a fire extinguisher simulator which uses propane. It is better and safer, but is expensive. His school would like to use this simulator, but BLET states you must use diesel. Jeff requested that the verbiage be changed so as to allow this alternative equipment in the exercise—to make it an option. Jason noted that there is a cheaper version of this equipment.

Bob asked Jeff to prepare language for the instructor note and submit to him. He will present the proposal at the next meeting and it should be implemented in the July 2008 revisions.

The other question discussed at the last meeting concerned which subcommittee of E & T determined ownership of equipment: the BLET Revision Committee or the Accreditation Committee. Susan stated that the Accreditation Committee has in the past recommended ownership requirements. Bob said the BLET Revision Committee more properly decides what equipment is necessary to conduct the training and can report to the Accreditation Committee if equipment changes are made in a block of instruction and make recommendations on ownership.

Jason inquired about the status of the DVD's of all BLET videos. Bob stated that they should be mailed in the next two weeks.

NEW BUSINESS

Hazmat Instructor Training

Chris Anderson, an Instructor/Coordinator with the NC Justice Academy, presented information on behalf of the Explosives and Hazardous Materials Emergencies Instructor Advisory Committee. His handout explained the current qualifications of Explosives and HazMat Emergencies instructors. Currently, the Office of State Fire Marshal (OSFM) conducts a course entitled Awareness/Operations Level Hazardous Materials; however, they will not continue to teach this course and their course does not focus on “how” to teach BLET or in-service. Their course does not include explosives; it focuses on Operation Level hazmat.

The Advisory Committee was formed to address the issue and its short-term solution is to have current HazMat instructors, including firefighters, go through a refresher course which will include how to teach BLET, instructional methods, and explosives training. The long-term solution is to design a Specialized Explosives and HazMat Instructor Training program and ask for pilot authority to deliver the training. New HazMat instructors will be required to take this course.

Discussion followed reference OSHA standards in this area. Bob reminded committee members that the new task analysis might also affect this block of instruction. Members decided to wait until the task analysis is completed before discussing any potential changes to BLET.

Earl Sunderhous Letter

Bob explained the reason for addressing Dr. Sunderhous’ letter was Dr. Sunderhous’ letter to the Chairman of E & T referenced the BLET lesson plan on Techniques of Traffic Law Enforcement. The Chairman of E & T will respond to Dr. Sunderhous via letter and he requested the BLET Revision Committee to review the Techniques of Traffic Law Enforcement lesson plan and inform him if a revision was necessary.

After discussing the issue, members agreed the incident necessitated no revision to the lesson plan. Lucy Zastrow made a motion to leave the lesson plan as written. Mark Trull seconded. The motion was approved.

OTHER BUSINESS

Legal Counsel’s Report

Joy Strickland had nothing to report.

Criminal Justice Standards Division

Susan McLean stated the new task analysis would be disseminated soon. She also informed members that the next Commission and committee meetings will be held February 21-22, 2008, in Apex.

Sheriffs’ Standards Division

Bob stated that Autumn Hanna had nothing to report.

Other New Business

Bob stated there was a new edition of *NC Crimes*. School directors may use either edition until July 2008. The lesson plan will be revised, and the new edition will be required in the July 2008 BLET materials.

Laura Kruger expressed a concern about contradictory information in Rapid Deployment and Patrol Techniques. The information in Patrol Techniques on “Armed subject response for law enforcement officers responding to a school environment” is not consistent with what is taught in Rapid Deployment. Her instructor suggested deleting the information in Patrol Techniques since is more appropriately taught in Rapid Deployment, or revise the section to be consistent in both lesson plans.

Jason said the problem was the verbiage of “armed subject” and “active shooter.” Bob will draft a revision concerning this section and present to the committee at the next meeting.

Wayne Lamm discussed the check-off sheet in Patrol Techniques. Currently the sheet shows a satisfactory or unsatisfactory completion check-off. Wayne asked if criteria shouldn’t be established for pass or fail instead of the discretion of individual instructors.

Since there are other topic areas that include check-off sheets, Bob asked members to review those with practical exercise grading. He will place this item on the next meeting’s agenda.

Bob also mentioned another agenda item for the next meeting. A current rule states that within one year of employment, a person must have a medical history and examination completed by a physician. A rule does not exist concerning enrollment in BLET; it only states the employment time period. What prompted this discussion is subcommittees for Physical Fitness and Subject Control/Arrest Techniques are considering changing their requirement to physicals within the last six months. The question for this committee is: should there be a rule which specifies a particular date by which a medical examination should have occurred prior to enrollment in BLET.

Jason asked whether student evaluations for BLET could be stored electronically. His college has storage issues. Susan stated that the evaluations could be scanned and stored electronically. She said that as long as the information can be retrieved if an audit occurs electronic files are allowed. Steve Warren asked about archiving and retention time for BLET files. Susan will look into both questions of storage and retention.

Jeff Robinson brought up a discussion on gas masks and complying with OSHA standards requiring pulmonary function test and fit test before BLET students can use the masks. The committee deferred further discussion awaiting the task analysis.

Next Meeting

The next meeting will be held April 4, 2008, 10 a.m., in Brunswick County.

The meeting adjourned at 11:50 a.m.